

Procedure: <i>Quality Assurance Audit Schedule</i>	
Issue Date: May 5, 2000	Standard ID: <i>S-QA-120</i>
Supersedes: April 4, 2000	Rev/Change 2.0

1. Purpose: To schedule Quality Assurance audits.

2. Creating Procedures:

P-QA-070 – Quality Assurance Audits

3. Contents:

- a) *Process/Project Audits*: the activities to be audited
- b) *Audit Date*: the date the audit is scheduled
- c) *Signatures*: QA Specialist and QA Manager
- d) *Date*: the date the schedule was prepared

4. Format:

Following Page

5. Notes: N/A

QA AUDIT SCHEDULE

	Audit Date (Month/year)											
PROCESS AUDITS												
Project Planning												
Requirements Mgmt.												
Product Engineering												
Peer Reviews												
Quality Assurance												
Configuration Mgmt.												
Project Tracking												
Intergroup Coordination												
Training												
Process Improvement												
PROJECT AUDITS												
QA Plan												
CM Plan												
Project Plan												
Test Plan												
Build Implementation Plan												
Installation Plan												
Other:												

Comments:

SIGNATURES:

QA Specialist: _____

Date: _____

QA Manager: _____

Date: _____